

**721—40.9 (490) Online filing requirements.** The following requirements apply to the electronic filing of documents and the certification of electronic documents.

**40.9(1)** Registered agents who file documents electronically must provide an e-mail address to the secretary of state.

*a.* An e-mail address disclosed in compliance with this rule shall not be viewed as a public record under Iowa Code chapter 22 and shall not be disclosed by the secretary of state.

*b.* The secretary of state may use e-mail for official correspondence with an entity, except when law requires delivery by United States mail.

**40.9(2)** For filings requiring an online account, an applicant must follow the terms and conditions on the secretary of state's Internet Web site for each electronic filing.

**40.9(3)** All correspondence related to an electronic filing shall be handled electronically in accordance with the requirements set forth in the uniform electronic transactions Act, Iowa Code chapter 554D.

**40.9(4)** Documents filed electronically shall be accompanied by the appropriate fee. This fee must be paid by check, credit card, or secretary of state charge account.

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